

**Minutes of Meeting
Grafton Planning Board
July 1, 2016**

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A special meeting of the Grafton Planning Board was held on July 1, 2016 in Conference Room B at the Grafton Municipal Center, 30 Providence Road, Grafton, MA. Present for the meeting were Chair Michael Scully (via remote participation), Vice-Chair Robert Hassinger, Clerk Dave Robbins (via remote participation), and Members Linda Hassinger and Tracy Lovvorn. Staff present was Town Planner Joseph Laydon and Assistant Town Planner Ann Morgan.

Prior the official call to order it was noted by Mr. Hassinger that both Chairman Michael Scully and Clerk David Robbins were participating via remote participation by way of conference calling. He stated that the rules require that the person running the meeting must be physically present in the meeting place where the business of the Board would be conducted. As the next senior officer of the Board, Mr. Hassinger was designated the person to run the meeting.

Vice-Chairman Hassinger called the meeting to order at 8:47 a.m.

Mr. Hassinger noted that there was quorum of members present to conduct the meeting.

DRAFT DECISION – SPECIAL PERMIT (SP 2016-5) & SITE PLAN APPROVAL – TRINITY AVENUE PUMP STATION – 25R TRINITY AVENUE – GRAFTON WATER DISTRICT (APPLICANT / OWNER)

Mr. Hassinger noted that only four of the five members present were eligible to vote on the Decision. Ms. Lovvorn was not eligible. Ms. Morgan noted that the edits to the draft provided at the June 27, 2016 meeting had been noted and would be incorporated into the final decision.

Mr. Hassinger asked if any other members had questions or edits to the draft. There were none.

MOTION to APPROVE the draft decision with edits noted and to APPROVE the application made by Mrs. Hassinger, seconded by Mr. Robbins. Motion passed unanimously 4-0 by roll call vote: R. Hassinger – AYE; L. Hassinger – AYE; Robbins – AYE; Scully – AYE.

ADJOURNMENT

MOTION by Mrs. Hassinger, **SECOND** by Mr. Scully to adjourn. **MOTION** carried unanimously 5 to 0 by roll call vote: R. Hassinger – AYE; L. Hassinger – AYE; Robbins – AYE; Scully – AYE; Lovvorn – AYE.

The meeting was adjourned at 8:51 a.m.

These minutes approved by the Planning Board on: July 11, 2016

EXHIBITS

- Draft Decision: Special Permit (SP 2016-5) & Site Plan Approval; Construct a Pump Station, 25R Trinity Avenue, Grafton; dated June 23, 2016; no received date; 12 pages.